MEMORANDUM

TO: Pullman Board of Adjustment

FROM: Pete Dickinson, Planning Director

Heidi Sowell, Assistant City Planner

FOR: Meeting of November 21, 2005

SUBJECT: Conditional Use Permit Application No. C-05-6

Cornerstone Community Church

DATE: November 15, 2005

Staff Report No. 05-26

BACKGROUND DATA

<u>Applicant:</u> Cornerstone Community Church.

Property Location: Lincoln Middle School building, located at 315 SE

Crestview Street on Pioneer Hill (See Attachment A,

Location and Zoning Map).

Applicant's Request: Conduct church services (See Attachment B, Application C-

05-6).

Property Zoning: R1 Single Family Residential District.

Applicable Zoning Regulations: Section 17.70.030 states that churches are a conditional use in

the R1 district.

Property Features: Current Land Use: Lincoln Middle School building.

Lot Area: 24.99 acres.

Utilities: city water, sanitary sewer, and storm drain lines are

provided to the subject property.

Topography: rolling hills with flat areas at building sites and

athletic facilities.

Vegetation: deciduous and evergreen trees, shrubs, and grass.

Adjacent Zoning and

Land Use:

North and East: R1 zoning district; single family homes;

South: C3 and R2 zoning districts; vacant land, commercial businesses, and a mix of single family homes, duplexes, and

apartments;

West: C3 zoning district; vacant land and commercial

businesses.

Access: Crestview Street, designated as a collector street on the

Pullman Comprehensive Plan Arterial Street Plan Map.

Environmental Review: This proposal was determined to be categorically exempt from

the documentation requirements of the State Environmental Policy Act; therefore no environmental checklist was

submitted for this project.

Comments of Affected

Agencies:

Department of Public Works: Stated no concerns with

the project.

Protective Inspections Division: *No response.*

Department of Public Services: Noted no concerns with the

project.

Fire Department: Noted no concerns with the project.

Police Department: Noted that no additional impact on police

services is anticipated.

Pullman School District: No response.

Hearing Notification: Notice of Public Hearing mailed 11/9/05; Notice posted

11/10/05; Notice published 11/10/05.

PERTINENT PLANNING PROVISIONS

There are a number of provisions contained within the Comprehensive Plan and zoning code that relate to this conditional use permit application. These provisions, which are available for review at the city's web site (www.ci.pullman.wa.us), are referenced below.

Comprehensive Plan Goals LU3, LU4, and T1, and their respective policies.

Zoning Code Chapters 17.01, 17.70, 17.75 and 17.125.

ZONING CODE DEVELOPMENT STANDARDS

The following table compares applicable zoning code development standards to the characteristics of the subject proposal.

DEVELOPMENT	ZONING CODE	SUBJECT
STANDARDS	REQUIREMENT	PROPOSAL
Lot Size	1 acre minimum	24.99 acres
Lot Width	60 feet minimum	1,920 feet
Building Coverage	35 percent maximum	9 percent
Building Height	35 feet maximum	34 feet
Setbacks	15 feet minimum	20 feet at south lot line
Off-Street Parking	53 stalls min. (one per 50 sq. ft.	140 stalls available (beyond
	of assembly area)	those required for school)

CONDITIONAL USE PERMIT REVIEW CRITERIA

In accordance with Zoning Code Section 17.125.020, a conditional use permit may be approved when all of the following findings can be made:

- (1) that the proposed use is consistent with the Comprehensive Plan;
- (2) that the proposed use, and its location, are consistent with the purposes of the zone district in which the use is to be located;
- (3) that the proposed use will meet all required yard, parking, and other material development standards of the Zoning Code unless otherwise varied in the approved conditional use permit;
- (4) that the use, as approved or conditionally approved, will
 - (a) be located on a site that is adequate in size and shape;
 - (b) be located on a site that has sufficient access to streets and highways adequate in width and type of surface to carry the quantity and quality of traffic generated by the proposed use;
 - (c) not have a significant adverse environmental impact on the adjacent area or the community in general;

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- (d) be compatible with surrounding land uses;
- (e) be provided with adequate parking; and,
- (f) be served by adequate public utilities and facilities.

STAFF ANALYSIS AND RECOMMENDATION

Planning staff is in favor of granting this conditional use permit application request. Staff believes the existing Lincoln Middle School facilities are adequate in size and shape to accommodate the applicant's proposal.

The congregation of the Cornerstone Community Church meets on Sunday mornings from 10:00 a.m. to 11:30 a.m. Members begin to arrive at 8:15 a.m. in order to set up the meeting space and/or attend a church-related class at 8:45. This congregation has approximately 110 members. The church leases space in the Lincoln Middle School building (the commons area) from the Pullman School District.

In 2003 a conditional use permit approval was granted for the Lincoln Middle School reconstruction. At that time, the site was reviewed and met all pertinent material development regulations. This school facility is located on a large parcel with numerous residences in the vicinity, but existing slopes, fences, and landscaping help buffer the school from adjacent land uses. Since, as noted above, water, sewer, and storm drain lines are already provided to the subject property, planning staff believes the site is served by adequate public utilities and facilities. The conduct of church-related activities at this site is not expected to have any significant environmental impacts; the proposal is categorically exempt from the documentation requirements of the State Environmental Policy Act.

Ample off-street parking is provided for the project. The parking demand would be 53 spaces, based on one parking space per 50 square feet of assembly area (there is approximately 2,650 square feet of assembly area). The school parking lot contains 200 stalls and only 60 stalls are required for the middle school use. The streets in the vicinity of the subject property appear to be sufficient to accommodate the traffic for the proposed use. Crestview Street is a collector arterial that has sufficient capacity to accommodate traffic from the middle school; staff does not anticipate the church creating a greater demand than the middle school.

Staff has observed an off-premise sign for the Cornerstone Community Church located at the corner of Harvest Drive and Bishop Boulevard that appears to not meet the zoning code requirements. Churches may have two off-premise directional signs that do not exceed two square feet per sign face located on private property adjacent to a collector or arterial street. Staff recommends a condition requiring any signage associated with the church meet the requirements of zoning code chapter 17.50.

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Zoning Code Section 17.125.025 states that the Board shall determine at the time of issuing a conditional use permit whether or not said permit should be used by a subsequent user of the same property or if the permit should be personal. Given the location of the church services in a leased portion of the Lincoln Middle School structure, staff suggests that the permit in this case be deemed non-transferable to another party or location.

In conclusion, staff recommends that the proposed conditional use permit be approved, subject to the following conditions:

- 1. Any signage associated with the church shall meet the requirements of zoning code chapter 17.50.
- 2. This conditional use permit shall not be transferable to another party or location. If the applicant discontinues use of the subject property and another party unaffiliated with the Cornerstone Community Church wishes to utilize the property for church services, said other party must apply for a new conditional use permit. If the Cornerstone Community Church wishes to relocate its assembly area outside of the Lincoln Middle School Building they must apply for a new conditional use permit.

FINDINGS OF FACT AND CONCLUSIONS

The applicant has prepared findings of fact for the Board to review (<u>See</u> Attachment C). Planning staff has also prepared findings of fact and conclusions for consideration at the public hearing. Staff's findings and conclusions are incorporated in draft Resolution No. BA-2005-7 (<u>See</u> Attachment D).

Prior to making a decision to approve or deny a conditional use permit application, the Board must adopt findings of fact and conclusions which specify the basis for its decision. The Board may abstract findings and conclusions from the applicant, staff, public, or Board of Adjustment members.

ACTION REQUESTED

- A. Establish rules of procedure and ask Appearance of Fairness questions.
- B. Accept staff report.
- C. Take testimony on the request for a conditional use permit.
- D. Adopt, by motion, Findings of Fact.

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- E. Adopt, by motion, Conclusions.
- F. Move to approve or deny the granting of the conditional use permit. If the motion is to approve, the same motion should include any conditions the Board wishes to apply.

ATTACHMENTS

- "A" Location and Zoning Map
- "B" Conditional Use Permit Application C-05-4
- "C" Applicant's Findings of Fact
- "D" Draft Resolution No. BA-2005-7